Accountant Signature

Sigfried Crandoll P.C.

Local Gov	ernment Type		☐Village ☐Other	Local Governmen			County <b>ALLI</b>	EGAN	
Audit Date 3/31/04	1		Opinion Date <b>5/4/04</b>		Date Accountant Report Subm 9/20/04	nitted to State:			
accordar	nce with the	ne St	ancial statements of this atements of the Gover Counties and Local Unit	nmental Accour	nting Standards Board	(GASB) and the	ne <i>Uniform</i>	Reporting I	
We affirr	n that:								
1. We l	nave comp	lied w	vith the <i>Bulletin for the A</i>	udits of Local U	nits of Government in M	ichigan as revis	ed.		
2. We a	are certifie	d pub	lic accountants registere	d to practice in	Michigan.				
	er affirm th ts and reco		owing. "Yes" responses endations	have been discl	osed in the financial stat	tements, includi	ng the notes	or in the re	port of
You must	check the	appli	icable box for each item	below.					
Yes	<b>√</b> No	1.	Certain component units	s/funds/agencies	s of the local unit are exc	cluded from the	financial sta	tements.	
Yes	✓ No		There are accumulated 275 of 1980).	deficits in one	or more of this unit's u	nreserved fund	balances/ret	ained earn	ings (P.A.
<b>√</b> Yes	☐ No		There are instances of amended).	non-compliance	e with the Uniform Acc	ounting and Bu	udgeting Act	(P.A. 2 of	1968, as
Yes	<b>√</b> No		The local unit has violated requirements, or an order				the Municipa	al Finance	Act or its
Yes	<b>√</b> No		The local unit holds de as amended [MCL 129.9	•	•	-	requiremen	ts. (P.A. 20	) of 1943
Yes	<b>√</b> No	6.	The local unit has been	delinquent in dis	stributing tax revenues th	nat were collect	ed for anothe	r taxing ur	nit.
Yes	<b>√</b> No	7.	The local unit has viola pension benefits (norma credits are more than th	al costs) in the	current year. If the plan	is more than 1	00% funded	and the ov	
Yes	<b>✓</b> No		The local unit uses cre (MCL 129.241).	dit cards and h	nas not adopted an app	olicable policy a	as required I	oy P.A. 26	6 of 1995
Yes	✓ No	9.	The local unit has not ac	dopted an invest	ment policy as required	by P.A. 196 of	1997 (MCL 1	29.95).	
We have	e enclosed	l the	following:			Enclosed	To Be Forward		Not quired
The lette	er of comm	ents a	and recommendations.						✓
Reports	on individu	ual fed	deral financial assistance	e programs (pro	gram audits).				<b>√</b>
Single A	udit Repor	ts (AS	SLGU).						<b>√</b>
	ublic Accoun								
Street Add					City <b>Kalamazoo</b>		State MI	ZIP 49002-5	 599

Date

9/20/04

### Township of Dorr Allegan County, Michigan FINANCIAL STATEMENTS AND INDEPENDENT AUDITORS' REPORT

#### **CONTENTS**

	Page
INDEPENDENT AUDITORS' REPORT	3
GENERAL PURPOSE FINANCIAL STATEMENTS:	
Combined balance sheet - all fund types and account group	4
Combined statement of revenues, expenditures, and changes in fund balances - all governmental fund types	5
Combined statement of revenues, expenditures, and changes in fund balances - budget and actual - general and special revenue funds	6
Statement of revenues, expenditures, and changes in fund balance - component unit - Downtown Development Authority	7
Notes to financial statements	8 - 15
SUPPLEMENTARY INFORMATION:	
Statement of revenues, expenditures, and changes in fund balance - budget and actual - General Fund	16 - 18
Combining balance sheet - special revenue funds	19
Combining statement of revenues, expenditures, and changes in fund balances - special revenue funds	20
Statement of revenues, expenditures, and changes in fund balance - budget and actual: Public Improvement Fund Liquor Law Enforcement Fund Street Lighting Fund Fire Equipment Fund Road Fund	21 22 23 24 25
Library Fund	26 - 27
Combining balance sheet - debt service funds	28
Combining statement of revenues, expenditures, and changes in fund balances - debt service funds	29
Combining statement of changes in assets and liabilities - all agency funds	30



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#### INDEPENDENT AUDITORS' REPORT

**Board of Trustees Township of Dorr, Michigan** 

We have audited the accompanying general purpose financial statements of the Township of Dorr, Michigan, as of March 31, 2004, and for the year then ended, as listed in the contents. These general purpose financial statements are the responsibility of the Township's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with U.S. generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Township of Dorr, Michigan, as of March 31, 2004, and the results of its operations for the year then ended in conformity with U.S. generally accepted accounting principles.

Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The combining and individual fund statements, as listed in the contents, are presented for purposes of additional analysis and are not a required part of the general purpose financial statements of the Township of Dorr, Michigan. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly stated in all material respects in relation to the general purpose financial statements taken as a whole.

Sigfried Cranboll P.C.

August 9, 2004



#### **GENERAL PURPOSE FINANCIAL STATEMENTS**

	Governmental fund types					
				Special		Debt
	(	General		revenue		service
ASSETS	-			_		
Cash	\$	7,266	\$	518,907	\$	81,441
Receivables:	Ψ	7,200	Ψ	010,007	Ψ	01,441
Accounts		5,719		_		_
Taxes		17,121		4,787		5,039
Special assessments		-		-,707		812,527
Due from other funds		13,700		2,689		27,163
Due from other governmental units		65,372		6,538		27,100
Prepaid expenses		33,302		0,550		_
Fixed assets		33,302		_		_
Amounts available in debt service funds		-		-		-
		-		-		-
Amount to be provided for retirement of						
general long-term debt		-		-		-
TOTAL ASSETS	\$	142,480	\$	532,921	\$	926,170
LIABILITIES AND FUND EQUITY						
LIABILITIES:			_		_	
Accounts payable	\$	31,677	\$	4,251	\$	-
Due to other funds		-		-		-
Due to other governmental units		-		-		6,937
Deferred revenue		-		-		812,527
Contracts payable		-		-		-
Note payable						
Total liabilities		31,677		4,251		819,464
FUND EQUITY:						
Investment in general fixed assets		-		-		-
Fund balance:						400 700
Reserved for debt service		-		-		106,706
Unreserved:						
Designated		<u>-</u>		415,103		-
Undesignated		110,803		113,567		-
Total fund equity		110,803		528,670		106,706
TOTAL LIABILITIES AND						
FUND EQUITY	<u>\$</u>	142,480	\$	532,921	\$	926,170

Fiduciary fund type Trust and agency		Account groups General General long- fixed assets term debt		 Totals (memorandum only) Primary government		Component unit Downtown Development Authority		Totals (memorandum only) Reporting entity		
\$	57,394	\$	-	\$	-	\$ 665,008	\$	323,137	\$	988,145
						F 710				5,719
	-		-		-	5,719 26,947		-		26,947
	-		-		-	•		-		•
	-		-		-	812,527		-		812,527
	-		-		-	43,552		-		43,552
	-		-		-	71,910		-		71,910
	-		<u>-</u>		-	33,302		-		33,302
	-	2,9	56,525		-	2,956,525		-		2,956,525
	-		-		106,706	106,706		-		106,706
	-			1	,292,309	 1,292,309		-		1,292,309
\$	57,394	\$ 2,9	56,525	\$ 1	,399,015	\$ 6,014,505	\$	323,137	\$	6,337,642
\$	- 43,552 13,842 - - - - 57,394	\$	- - - - - -	\$	- - - - 810,613 588,402	\$ 35,928 43,552 20,779 812,527 810,613 588,402 2,311,801	\$	- 1,554 - - - - 1,554	\$	35,928 43,552 22,333 812,527 810,613 588,402 2,313,355
	-	2,9	956,525		-	2,956,525		-		2,956,525
	-		-		-	106,706		-		106,706
						445 400				445 400
	-		-		-	415,103		-		415,103
	-	-				 224,370		321,583		545,953
		2,9	56,525		<u>-</u>	 3,702,704		321,583		4,024,287
\$	57,394	\$ 2,9	956,52 <u>5</u>	<u>\$ 1</u>	,399,015	\$ 6,014,505	\$	323,137	\$	6,337,642

#### Township of Dorr

### COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - all governmental fund types

		General		Special revenue	_	Debt service	(me	Totals morandum only)
REVENUES:								
Taxes	\$	175,745	\$	242,991	\$	85,256	\$	503,992
Licenses and permits		90,775		-		-		90,775
State grants		507,010		5,231		-		512,241
Charges for services		16,808		3,277		-		20,085
Fines and forfeitures		-		48,553		-		48,553
Interest and rentals		9,101		2,870		55,330		67,301
Other	_	59,429	_	43,568	_	209,402		312,399
Total revenues		858,868		346,490		349,988		1,555,346
EXPENDITURES:								
Legislative		7,400		-		-		7,400
General government		250,253		80		-		250,333
Public safety		199,106		-		-		199,106
Public works		244,484		38,987		-		283,471
Community and economic development		15,245		-		-		15,245
Recreation and culture		53,456		121,759		-		175,215
Capital outlay		126,612		334,672		-		461,284
Debt service		,		•				·
Principal		-		-		255,598		255,598
Interest						76,334		76,334
Total expenditures		896,556		495,498		331,932		1,723,986
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES		(37,688)		(149,008)		18,056		(168,640)
OTHER FINANCING COURCES (LICES).								
OTHER FINANCING SOURCES (USES): Proceeds from debt		_		200,000		_		200,000
Operating transfers in		- 162,004		137,500		-		299,504
Operating transfers out		(137,500)		(162,004)		_		(299,504)
Operating transfers out		(137,300)		(102,004)				(299,304)
Total other financing								
sources (uses)		24,504		175,496		-		200,000
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES		(13,184)		26,488		18,056		31,360
FUND BALANCE - BEGINNING OF YEAR		123,987		502,182		88,650		714,819
FUND BALANCE - END OF YEAR	\$	110,803	\$	528,670	<u>\$</u>	106,706	\$	746,179

#### Township of Dorr

### COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL - general and special revenue funds

		G	General Fund	
	Budg		Actual	Variance favorable (unfavorable)
REVENUES:				• ()
Taxes		0,500 \$	•	\$ (4,755)
Licenses and permits		1,025	90,775	(10,250)
State grants		5,000	507,010	32,010
Charges for services Fines and forfeitures	13	3,042	16,808	3,766
Interest and rentals		-	- 0.101	- 9.101
Other		1,000 3,500	9,101 59,429	8,101 20,929
Other		5,300	59,429	20,929
Total revenues	808	9,067	858,868	49,801
EXPENDITURES:				
Legislative	-	7,400	7,400	_
General government		7,592	250,253	47,339
Public safety		0,100	199,106	30,994
Public works		0,000	244,484	75,516
Community and economic development		3,500 3,500	15,245	8,255
Recreation and culture		5,200 5,200	53,456	2,744
Capital outlay		6,000 <u> </u>	126,612	(70,612)
Total expenditures	990	0,792	896,556	94,236
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(181	1,725)	(37,688)	144,037
OTHER FINANCING SOURCES (USES): Proceeds from debt		_	_	_
Operating transfers in	148	3,000	162,004	14,004
Operating transfers out		1,000)	(137,500)	(16,500)
			(101,000)	(:0,000)
Total other financing sources (uses)	27	7,000	24,504	(2,496)
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	(15/	4,725)	(13,184)	141,541
, and official doco	(10-	T, I 20)	(13,104)	171,041
FUND BALANCE - BEGINNING OF YEAR	123	3,987	123,987	
FUND BALANCE - END OF YEAR	\$ (30	<u>0,738</u> ) <u>\$</u>	110,803	\$ 141,541

Sp	ecial revenue fu	nds	Totals (memorandum only)			
		Variance favorable			Variance favorable	
Budget	Actual	(unfavorable)	Budget	Actual	(unfavorable)	
163,000	\$ 242,991	\$ 79,991	\$ 343,500	\$ 418,736	\$ 75,236	
-	-	-	101,025	90,775	(10,250)	
7,039	5,231	(1,808)	482,039	512,241	30,202	
4,000	3,277	(723)	17,042	20,085	3,043	
38,890	48,553	9,663	38,890	48,553	9,663	
2,600	2,870	270	3,600	11,971	8,371	
49,890	43,568	(6,322)	88,390	102,997	14,607	
265,419	346,490	81,071	1,074,486	1,205,358	130,872	
-	-	-	7,400	7,400	-	
-	80	(80)	297,592	250,333	47,259	
2,000	-	2,000	232,100	199,106	32,994	
42,000	38,987	3,013	362,000	283,471	78,529	
-	-	-	23,500	15,245	8,255	
127,919	121,759	6,160	184,119	175,215	8,904	
9,000	334,672	(325,672)	65,000	461,284	(396,284)	
180,919	495,498	(314,579)	1,171,711	1,392,054	(220,343)	
84,500	(149,008)	(233,508)	(97,225)	(186,696)	(89,471)	
-	200,000	200,000	-	200,000	200,000	
147,000	137,500	(9,500)	295,000	299,504	4,504	
(148,000)	(162,004)	(14,004)	(269,000)	(299,504)	(30,504)	
(1,000)	175,496	176,496	26,000	200,000	174,000	
83,500	26,488	(57,012)	(71,225)	13,304	84,529	
502,182	502,182		626,169	626,169		
\$ 585,682	\$ 528,670	\$ (57,012)	\$ 554,944	\$ 639,473	<u>\$ 84,529</u>	

# Township of Dorr STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - component unit - Downtown Development Authority

REVENUES: Taxes Interest	\$ 30,687 2,084
Total revenues	32,771
EXCESS OF REVENUES OVER EXPENDITURES	32,771
FUND BALANCE - BEGINNING OF YEAR	288,812
FUND BALANCE - END OF YEAR	\$ 321,583

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

The accounting policies of the Township of Dorr, Michigan (the Township), conform to U.S. generally accepted accounting principles (hereinafter referred to as generally accepted accounting principles) as applicable to governments. The following is a summary of the more significant accounting policies:

#### a) Reporting entity:

In accordance with generally accepted accounting principles and Government Accounting Standards Board (GASB) Statement No. 14, *The Financial Reporting Entity*, these financial statements present the Township (primary government). The criteria established by the GASB for determining the reporting entity includes oversight responsibility, fiscal dependency, and whether the financial statements would be misleading if data were not included.

The Downtown Development Authority meets the criteria of a component unit and has been included in the Township's general purpose financial statements as a discretely-presented component unit. This unit is reported in a separate column to emphasize it is legally separate from the Township. The Development Authority has a March 31 year end. The Downtown Development Authority's administrative office is located at 1512 140th, Wayland, Michigan 49348.

#### b) Basis of presentation:

The accounts of the Township are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. Government resources are allocated to, and accounted for in, individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The financial activities of the Township are recorded in the separate funds and account groups, categorized, and described as follows:

#### i) Governmental funds:

General Fund - this fund is used to account for all financial transactions except those required to be accounted for in another fund. The fund includes the general operations expenditures of the local unit. Revenues are derived primarily from property taxes, state distributions, interest, and charges for certain services.

Special revenue funds - these funds are used to account for specific governmental revenue (other than major capital projects) requiring separate accounting because of legal or regulatory provisions or administrative action.

Debt service fund - this fund is used to account for the servicing of general long-term debt not being financed by proprietary or nonexpendable trust funds.

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued):

#### b) Basis of presentation (continued):

#### ii) Fiduciary funds:

Trust and agency funds - these funds are used to account for assets held by the Township in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

#### iii) Account groups:

General fixed assets account group - this account group presents the fixed assets of the Township utilized in its general operations (nonproprietary fixed assets).

General long-term debt account group - this account group presents the balance of general obligation long-term debt.

#### c) Basis of accounting:

Basis of accounting refers to when revenue and expenditures or expenses are recognized in the accounts and reported in the financial statements.

All governmental and fiduciary fund types are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Exceptions to this general rule include principal and interest on general long-term debt, which is recognized when due.

#### d) Budgets and budgetary accounting:

The Township follows the procedures in establishing the budgetary data reflected in the financial statements in accordance with the Uniform Budgeting and Accounting Act (Act No. 621, Public Acts of 1978) as prescribed by the State of Michigan.

Budgets for the general and special revenue funds are adopted at the activity level and are on a basis consistent with generally accepted accounting principles.

#### f) Fixed assets:

Fixed assets used in governmental fund type operations (general fixed assets) are accounted for in the general fixed assets account group, rather than in governmental funds. Public domain ("infrastructure") general fixed assets consisting of certain improvements other than buildings, including roads, bridges, curbs and gutters, streets and sidewalks, drainage system, and lighting systems, are not capitalized along with other general fixed assets. No depreciation has been provided on general fixed assets.

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued):

#### f) Fixed assets (continued):

All fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated fixed assets are valued at their estimated fair value on the date donated.

This account group is not a fund. It is concerned only with the measurement of financial position and is not involved with measurement of results of operations.

#### g) Property tax revenue recognition:

Property taxes are levied as of December 1 on property values assessed as of December 31 of the prior year. The billings are due on February 14 (75 days after the date levied), after which time the bill becomes delinquent and penalties and interest may be assessed by the Township.

Property tax revenue is recognized in the year for which taxes have been levied and become available. The Township levy date is December 1, therefore, the total levy is recorded as revenue in the current year.

#### h) "Totals - (memorandum only)":

The total column on the combined statements is captioned "memorandum only" to indicate that it is prepared only to facilitate financial analysis. Data in this column does not present financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation as interfund eliminations have not been made.

#### NOTE 2 - CASH:

Cash as presented in the combined balance sheet consists of deposits with financial institutions. Deposits are carried at cost and are maintained at various financial institutions in the name of the Township Treasurer. Michigan Compiled Laws, Section 129.91, authorizes the Township to deposit and invest in accounts of federally-insured banks, credit unions, and savings and loan associations. At March 31, 2004, the Township has deposits with a carrying amount of \$658,341 and a bank balance of \$677,574. Of the bank balance, \$105,904 is covered by federal depository insurance and \$571,670 is uninsured.

Downtown Development Authority's cash is deposited with financial institutions authorized by statute. At March 31, 2004, the Authority has deposits with a carrying amount of \$323,137 and a bank balance of \$320,780. Of the bank balance, \$200,000 is covered by federal depository insurance and \$120,780 is uninsured.

#### NOTE 3 - FIXED ASSETS:

A summary of changes in fixed assets follows:

GENERAL ACTIVITIES:	Balance April <u>1, 2003</u>	<u>Additions</u>	<u>Deductions</u>	Balance March <u>31, 2004</u>
Land	\$ 250,459	\$ -	\$ -	\$ 250,459
Land improvements	119,350	78,759	Ψ -	198,109
Buildings	480,500	-	-	480,500
Building additions and	405 440			405 440
improvements  Machinery and equipment	135,418 99,925	- 10,218	-	135,418 110,143
Office equipment	66,116	10,216	- -	66,116
Cinico oquipinoni				00,110
Total general activities	s <u>1,151,768</u>	88,977		<u>1,240,745</u>
LIBRARY:				
Land	30,102	-	-	30,102
Land improvements	20,165	-	-	20,165
Building	569,708	-	-	569,708
Equipment and furniture	<u>144,820</u>			144,820
Total library	764,795			764,795
FIRE DEPARTMENT:				
Vehicles	506,156	323,525	80,000	749,681
Fire equipment	173,928			173,928
Total fire department	680,084	323,525	80,000	923,609
CEMETERY:				
Land	10,005	-	-	10,005
Land improvements	8,730	-	-	8,730
Machinery and equipment	8,641			8,641
Total cemetery	27,376			27,376
INVESTMENT IN GENERAL				
FIXED ASSETS	\$2,624,023	\$412,502	\$80,000	\$2,956,525
	+ = 10 = 0	¥ <u>=;002</u>	+ <del>201000</del>	7 <u>=,00,0=0</u>

#### NOTE 4 - LONG-TERM DEBT:

A summary of debt transactions of the Township for the year ended March 31, 2004, is as follows:

	Notes <u>payable</u>	Contracts <u>payable</u>	<u>Totals</u>
Balance - April 1, 2003 Issued Reductions	\$ 434,598 200,000 46,196	\$1,020,015 - <u>209,402</u>	\$1,454,613 200,000 <u>255,598</u>
Balance - March 31, 2004	\$ <u>588,402</u>	\$ <u>810,613</u>	\$ <u>1,399,015</u>

Long-term debt at March 31, 2004, is comprised of the following:

#### Notes Payable:

\$550,000 note payable (PA 99) for construction of Township Library; due in annual installments of \$67,200, including interest at 4.75% through July 2011.

\$388,402

\$200,000 note payable (PA 99) for the purchase of Township Fire Truck; due in annual installments of \$68,760, including interest at 1.65% through May 2006.

200,000

Total notes payable

\$588,402

#### Contracts payable:

\$338,194, 1992 sewer assessments, due in annual installments through 2007; interest at approximately 5.5%.

\$ 38,013

\$2,105,705, 1999 sewer assessments, due in annual installments through 2012; interest at approximately 4.3%.

772,600

Total contracts payable

\$810,613

The annual requirements to amortize all debt outstanding at March 31, 2004, including interest of \$172,399 are as follows:

Year ending March 31,		
2005	\$	361,027
2006		361,027
2007		361,015
2008		292,266
2009		67,200
Thereafter	_	128,879
	<b>\$1</b>	571 <i>1</i> 1 <i>1</i>

\$<u>1,571,414</u>

#### NOTE 5 - INTERFUND RECEIVABLES AND PAYABLES:

The amounts of interfund receivables and payables are as follows:

<u>Fund</u>	Interfund <u>receivables</u>	<u>Fund</u>	Interfund <u>payables</u>
General Library Debt Service Street Lighting Fire Equipment Sewer Assessment	\$13,700 20,226 1,000 1,689 <u>6,937</u> \$43,552	Current Tax Collection	\$ <u>43,552</u>

#### NOTE 6 - JOINT VENTURES:

The Township, together with the Township of Leighton, established a joint wastewater treatment authority under the provisions of Public Act 233 of 1955, in order to acquire and operate water and sewage treatment systems to benefit both townships. The Township is contingently liable for \$2,985,035 of the authority's outstanding bonds payable, a portion of which is to be repaid from collections of special assessments levied against properties within the Township. Contracts payable equal to the outstanding assessment balances are included in the Township's general long-term debt account group.

#### NOTE 7 - DEFINED CONTRIBUTION AND MONEY PURCHASE PLAN:

The Township provides pension benefits for substantially all of its full-time employees through a defined contribution plan. In a defined contribution plan, benefits depend solely on amounts contributed to the plan, plus investment earnings. Michigan state statute assigns the authority to establish and amend benefit provisions to the Township Board of Trustees. Employees are eligible to participate from the date of employment. The Township and participating employees both contribute 6% of each qualified employee's base salary to the plan. All of the Township's contributions for each participating employee (and interest allocated to the employee's account) are fully vested immediately. The Township is not a trustee of the plan, nor is the Township responsible for investment management of plan assets. The Township made required contributions of \$9,741.

#### NOTE 8 - EXCESS EXPENDITURES OVER APPROPRIATIONS IN BUDGETARY FUNDS:

P.A. 621 of 1978, Section 18(1), as amended, provides that a local unit shall not incur expenditures in excess of the amount appropriated.

In the body of the financial statements, the Township's actual expenditures and budgeted expenditures for the budgetary funds have been shown on a functional basis. The approved budgets of the Township for these budgetary funds were adopted to the activity level.

During the year ended March 31, 2004, the Township incurred expenditures in certain budgetary funds, which were in excess of the amounts appropriated.

The following schedule sets forth significant budget variations.

<u>Fund</u>	<u>Function</u>	<u>Activity</u>	Total appropriations	Amount of expenditure
General	Public works	Recycling	\$ -	\$ 10,262
	Capital outlay	Capital outlay	56,000	126,612
	Other financing uses	Transfer to Public		
	-	Improvement Fund	41,000	57,500
Fire Equipment	Capital outlay	Capital outlay	-	323,525
Road	Other financing uses	Transfer to General		
		Fund	148,000	162,004
Library	Capital outlay	Capital outlay	9,000	11,147

#### NOTE 9 - STATUTORY COMPLIANCE:

P.A. 621 of 1978, Section 18(1), as amended, provides that total estimated expenditures, including an accrued deficit, in the budget shall not exceed the total estimated revenues. The Township had a budgeted deficit in the General Fund for the year ended March 31, 2004. The actual fund balance as of March 31, 2004 was \$107,766.

#### NOTE 10 - CLAIMS ARISING FROM RISKS OF LOSS:

The Township is exposed to various risks of loss related to property loss, torts, errors and omissions, and employee injuries (workers' compensation). The Township has purchased commercial insurance for each of these claims and is neither self-insured nor participates in a shared-risk pool. Settled claims relating to commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

#### NOTE 11 - CONSTRUCTION CODE ACT:

A summary of construction code enforcement transactions for the year ended March 31, 2004, are as follows:

Permit revenue \$71,242 Inspection expenditures (71,242)

Excess of revenue over expenditures \$\_\_\_\_

#### NOTE 12 - PRIOR PERIOD ADJUSTMENT:

A prior period adjustment has resulted in a restatement of the Township's General Fund equity presented in the general purpose financial statements. The following schedule identifies the nature and amount of the adjustment recorded:

#### Fund balance:

Beginning of year, as previously reported \$110,633

Prior period adjustment - understatement of

prepaid expenses <u>13,354</u>

Beginning of year, as restated \$123,987



### Township of Dorr STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - General Fund

DEVENUE	Budget	Actual	Variance favorable (unfavorable)
REVENUES:			
Taxes:	\$ 131,000	\$ 127,638	\$ (3,362)
Current property taxes  Tax collection fees	49,000	47,857	\$ (3,362) (1,143)
Trailer park fees	500	250	(250)
Trailor park 1000			(200)
Total taxes	180,500	175,745	(4,755)
Licenses and permits:			
Building permits	85,000	70,930	(14,070)
Cable TV franchise fees	16,000	19,820	3,820
Other permits	25	25	-
5 po			
Total licenses and permits	101,025	90,775	(10,250)
State grants	475,000	507,010	32,010
Charges for services:			
Variance and re-zoning fees	6,000	6,450	450
Summer tax collection fees	6,542	9,658	3,116
Cemetery fees	500	700	200
Total charges for services	13,042	16,808	3,766
Interest and rentals:			
Interest	-	7,351	7,351
Building and parks rentals	1,000	1,750	<u>750</u>
Total interest and rentals	1,000	9,101	8,101
Oth ove			
Other: Assessments	39,000	26,000	(1.100)
Contributions and donations	38,000	36,900 11,903	(1,100) 11,903
Refunds and reimbursements	500	6,194	5,694
Sale of fixed assets	-	3,501	3,501
Miscellaneous	_	931	931
Total other	38,500	59,429	20,929
Total revenues	809,067	858,868	49,801

## Township of Dorr STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - General Fund (Continued)

	B	udget	 Actual	fav	riance orable vorable)
EXPENDITURES:					
Legislative - trustees	\$	7,400	\$ 7,400	\$	
General government:					
Supervisor		19,200	20,337		(1,137)
Elections		500	28		472
Clerk		18,200	18,446		(246)
Board of review		750	750		-
Treasurer		24,142	24,475		(333)
Insurance and bonds		30,000	31,774		(1,774)
Hall and grounds		57,000	40,485		16,515
Assessor		26,000	26,312		(312)
Audit		7,000	7,474		(474)
Legal fees		7,000	6,614		386
Cemetery		28,000	20,459		7,541
Township office		31,800	31,701		99
Miscellaneous		48,000	 21,398		26,602
Total general government		297,592	 250,253		47,339
Public safety:					
Police		50,000	49,042		958
Fire		89,500	73,043		16,457
Ambulance		5,000	5,000		-
Street lighting		600	779		(179)
Building inspections		85,000	71,242		13,758
Total public safety		230,100	199,106		30,994
Public works:					
Highways and streets		300,000	215,643		84,357
Drains at large		20,000	18,579		1,421
Recycling		-	10,262		(10,262)
Total public works		320,000	244,484		75,516

## Township of Dorr STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - General Fund (Continued)

EXPENDITURES (Continued):	 Budget	 Actual	fa	/ariance avorable favorable)
Community and economic development Planning commission Zoning enforcement	\$ 22,000 1,500	\$ 13,677 1,568	\$	8,323 (68)
Total community and economic development	 23,500	 15,245		8,255
Recreation and culture: Parks and recreation Library	 42,200 14,000	42,170 11,286		30 2,714
Total recreation and culture	 56,200	53,456		2,744
Capital outlay	56,000	 126,612		(70,612)
Total expenditures	990,792	 896,556		94,236
DEFICIENCY OF REVENUES OVER EXPENDITURES	 (181,725)	 (37,688)		144,037
OTHER FINANCING SOURCES (USES): Transfer from Road Fund Transfer to Public Improvement Fund Transfer to Library Fund	 148,000 (41,000) (80,000)	162,004 (57,500) (80,000)		14,004 (16,500)
Total other financing sources	 27,000	 24,504		(2,496)
DEFICIENCY OF REVENUES AND OTHER SOURCES OVER EXPENDITURES	 (154,725)	 (13,184)		141,541
FUND BALANCE - BEGINNING OF YEAR	123,987	 123,987		
FUND BALANCE (DEFICIT) - END OF YEAR	\$ (30,738)	\$ 110,803	\$	141,541

March 31, 2004

ASSETS	Public Improvement Fund		Improvement		Enfo	uor Law orcement Fund	L	Street ighting Fund
Cash Taxes receivables Due from other funds Due from other governmental units	\$	248,169 - - -	\$	3,646 - - -	\$	11,623 - 1,000 -		
TOTAL ASSETS	<u>\$</u>	248,169	\$	3,646	\$	12,623		
LIABILITIES AND FUND BALANCE								
LIABILITIES: Accounts payable	<u>\$</u>		\$		\$	2,968		
FUND BALANCE: Unreserved: Designated Undesignated		248,169 -		- 3,646		- 9,655		
Total fund balance		248,169		3,646		9,655		
TOTAL LIABILITIES AND FUND BALANCE	\$	248,169	\$	3,646	<u>\$</u>	12,623		

_E	Fire quipment Fund	Road Fund		Library Fund		Totals
\$	160,458 4,787 1,689	\$ - - - -	\$	95,011 - - 6,538	\$	518,907 4,787 2,689 6,538
\$	166,934	\$ 	\$	101,549	\$	532,921
\$	<u>-</u>	\$ <u>-</u>	\$	1,283	\$	4,251
	166,934	-		-		415,103
	-	 -		100,266		113,567
	166,934	-		100,266		528,670
\$	166,934	\$ -	\$	101,549	\$	532,921

#### Township of Dorr

### COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - special revenue funds

	Public Improvement Fund		Enfo	or Law rcement -und	Street Lighting Fund	
REVENUES:	Φ.		Φ		Φ.	
Taxes	\$	-	\$	4 500	\$	-
State grants		-		1,509		-
Charges for services		-		-		-
Fines and forfeitures		-		-		-
Interest		2,259		-		-
Other		<u> </u>				39,701
Total revenues		2,259		1,509		39,701
EXPENDITURES:						
General government		80		-		_
Public works		-		_		38,987
Recreation and culture		-		_		-
Capital outlay						-
Total expenditures		80				38,987
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES		2,179		1,509		714
OTHER FINANCING SOURCES (USES): Proceeds from debt Operating transfers in Operating transfer out		- 57,500 -		- - -		- - -
Total other financing sources (uses)		57,500				
EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES		59,679		1,509		714
FUND BALANCE - BEGINNING OF YEAR		188,490		2,137		8,941
FUND BALANCE - END OF YEAR	\$	248,169	\$	3,646	\$	9,655

 Fire quipment Fund	Road Fund			Library Fund		Totals
\$ 80,987 - - - - -	\$	162,004 - - - - -	\$	3,722 3,277 48,553 611 3,867	\$	242,991 5,231 3,277 48,553 2,870 43,568
80,987		162,004		60,030		346,490
- - - 323,525		- - - -		- - 121,759 11,147		80 38,987 121,759 334,672
 323,525				132,906		495,498
 (242,538)		162,004		(72,876)		(149,008)
 200,000		- - (162,004)		80,000 -		200,000 137,500 (162,004)
200,000		(162,004)		80,000		175,496
(42,538)		-		7,124		26,488
209,472				93,142		502,182
\$ 166,934	<u>\$</u>	<u>-</u>	<u>\$</u>	100,266	<u>\$</u>	528,670

### Township of Dorr STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - Public Improvement Fund

	Budget	Actual	Variance favorable (unfavorable)
REVENUES: Interest	\$ 2,000	\$ 2,259	\$ 259
EXPENDITURES: General government		80	(80)
EXCESS OF REVENUES OVER EXPENDITURES	2,000	2,179	179
OTHER FINANCING SOURCES: Transfer from General Fund	67,000	57,500	(9,500)
EXCESS OF REVENUES AND OTHER SOURCES OVER EXPENDITURES	69,000	59,679	(9,321)
FUND BALANCE - BEGINNING OF YEAR	188,490	188,490	
FUND BALANCE - END OF YEAR	\$ 257,490	\$ 248,169	\$ (9,321)

### Township of Dorr STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - Liquor Law Enforcement Fund

	Budg	et A	Actual	fav	riance vorable avorable)
REVENUES: State grant - liquor license fees	<u>\$ 1</u>	,500 \$	1,509	\$	9
EXPENDITURES: Public safety	2	,000			2,000
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(	(500)	1,509		2,009
FUND BALANCE - BEGINNING OF YEAR	2	,137	2,137		
FUND BALANCE - END OF YEAR	\$ 1	,637 \$	3,646	\$	2,009

#### Township of Dorr STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - Street Lighting Fund

		Budget _	 Actual	fa	ariance vorable avorable)
REVENUES: Special assessments	\$	42,000	\$ 39,701	\$	(2,299)
EXPENDITURES: Public works		42,000	 38,987		3,013
EXCESS OF REVENUES OVER EXPENDITURES		-	714		714
FUND BALANCE - BEGINNING OF YEAR		8,941	 8,941		
FUND BALANCE - END OF YEAR	\$	8,941	\$ 9,655	\$	714

#### Township of Dorr STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - Fire Equipment Fund

REVENUES:	Budget	Actual	Variance favorable (unfavorable)
Taxes	\$ -	\$ 80,987	\$ 80,987
EXPENDITURES: Capital outlay		323,525	(323,525)
DEFICIENCY OF REVENUES OVER EXPENDITURES	-	(242,538)	(242,538)
OTHER FINANCING SOURCES: Proceeds from debt		200,000	200,000
DEFICIENCY OF REVENUES AND OTHER SOURCES OVER EXPENDITURES	-	(42,538)	(42,538)
FUND BALANCE - BEGINNING OF YEAR	209,472	209,472	
FUND BALANCE - END OF YEAR	\$ 209,472	\$ 166,934	\$ (42,538)

#### Township of Dorr STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - Road Fund

	Budget			Actual		Variance favorable (unfavorable)	
REVENUES: Taxes	\$	148,000	\$	162,004	\$	14,004	
OTHER FINANCING USES: Transfer to General Fund		(148,000)		(162,004)		(14,004)	
EXCESS OF REVENUES OVER OTHER FINANCING USES		-		-		-	
FUND BALANCE - BEGINNING OF YEAR		<u>-</u>					
FUND BALANCE - END OF YEAR	<u>\$</u>	-	\$		\$	-	

#### Township of Dorr STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - Library Fund

Budget	Actual	Variance favorable (unfavorable)	
\$ 5,539	\$ 3,722	\$ (1,817)	
4,000	3,277	(723)	
38,890	44,956 3,597	6,066 3,597	
38,890	48,553	9,663	
600	611	11	
800 7,090 7,890	1,655 2,212 3,867	855 (4,878) (4,023)	
56,919	60,030	3,111	
77,000 12,200	75,166 9 772	1,834 2.428	
2,600 2,000 2,800 5,450 2,000 700 100 1,600 6,500	3,553 1,470 2,820 5,446 1,909 385 100 1,302 6,386	2,428 (953) 530 (20) 4 91 315 - 298 114 835	
	\$ 5,539 4,000 38,890 	\$ 5,539 \$ 3,722 4,000 3,277  38,890 44,956 - 3,597  38,890 48,553  600 611  800 1,655 7,090 2,212  7,890 3,867  56,919 60,030  77,000 75,166 12,200 9,772 2,600 3,553 2,000 1,470 2,800 2,820 5,450 5,446 2,000 1,909 700 385 100 100 1,600 1,302 6,500 6,386	

### Township of Dorr STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL - Library Fund (Continued)

EXPENDITURES (Continued):	Budget/		Actual	Variance favorable (unfavorable)		
Recreation and culture (continued):	\$	705	\$	464	\$	064
Transportation Miscellaneous	Ф	725 1 744	Ф	464	Ф	261 423
Miscellatieous		1,744	-	1,321		423
Total recreation and culture		127,919		121,759		6,160
Capital outlay		9,000	_	11,147		(2,147)
Total expenditures		136,919	_	132,906		4,013
DEFICIENCY OF REVENUES OVER EXPENDITURES		(80,000)		(72,876)		7,124
OTHER FINANCING SOURCES: Transfer from General Fund		80,000		80,000		<u>-</u>
EXCESS OF REVENUES AND OTHER SOURCES OVER EXPENDITURES		-		7,124		7,124
FUND BALANCE - BEGINNING OF YEAR		93,142		93,142		
FUND BALANCE - END OF YEAR	\$	93,142	\$	100,266	\$	7,124

ASSETS	Library debt		Sewer assessment		<u>Totals</u>	
Cash Taxes receivables Special assessments receivable Due from other funds	\$ 81,441 5,039 - 20,226	\$	- 812,527 6,937	\$	81,441 5,039 812,527 27,163	
TOTAL ASSETS	\$ 106,706	\$	819,464	\$	926,170	
LIABILITIES AND FUND BALANCE						
LIABILITIES:						
Due to other governmental units Deferred revenue	\$ <u>-</u>	\$	6,937 812,527	\$	6,937 812,527	
Total liabilities			819,464		819,464	
FUND BALANCE: Reserved for debt service	 106,706		<u>-</u>		106,706	
TOTAL LIABILITIES AND FUND BALANCE	\$ 106,706	<u>\$</u>	819,464	\$	926,170	

## Township of Dorr COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES - debt service funds

	 Library debt	Sewer sessment	 Totals
REVENUES: Taxes Interest Other - special assessments	\$ 85,256 - -	\$ - 55,330 209,402	\$ 85,256 55,330 209,402
Total revenues	 85,256	 264,732	 349,988
EXPENDITURES: Debt service: Principal Interest and fees	 46,196 21,004	209,402 55,330	255,598 76,334
Total expenditures	 67,200	 264,732	 331,932
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	 18,056	 	 18,056
FUND BALANCE - BEGINNING OF YEAR	 88,650	 	 88,650
FUND BALANCE - END OF YEAR	\$ 106,706	\$ -	\$ 106,706

## Township of Dorr COMBINING STATEMENT OF CHANGES IN ASSETS AND LIABILITIES all agency funds

TRUST AND AGENCY FUND	Balance April 1, 2003	Additions	Deductions	Balance March 31, 2004
ASSETS Cash	\$ 387	<u>\$ 267,154</u>	<u>\$ 260,053</u>	<u>\$ 7,488</u>
LIABILITIES  Due to other funds  Due to other governmental units	\$ - <u>387</u>	\$ 264,448 2,706	\$ 257,511 2,542	\$ 6,937 551
TOTAL LIABILITIES	\$ 387	\$ 267,154	\$ 260,053	\$ 7,488
CURRENT TAX COLLECTION FUND				
ASSETS Cash	\$ 37,920	\$ 4,911,097	\$ 4,899,111	\$ 49,906
LIABILITIES  Due to other funds  Due to other governmental units  Due to others	\$ 34,707 3,213 -	\$ 560,479 4,334,914 15,704	\$ 558,571 4,324,836 15,704	\$ 36,615 13,291 -
TOTAL LIABILITIES	\$ 37,920	\$ 4,911,097	\$ 4,899,111	\$ 49,906
TOTAL - ALL AGENCY FUNDS  ASSETS				
Cash	\$ 38,307	\$ 5,178,251	\$ 5,159,164	\$ 57,394
LIABILITIES  Due to other funds  Due to other governmental units  Due to others	\$ 34,707 3,600 	\$ 824,927 4,337,620 15,704	\$ 816,082 4,327,378 15,704	\$ 43,552 13,842 -
TOTAL LIABILITIES	\$ 38,307	\$ 5,178,251	\$ 5,159,164	\$ 57,394